



RFP No. 2502 Questions  
Questions & Answers (Q&A) - Facility Condition Assessment (FCA)

General Project Scope: The Child Parent Institute (CPI) is seeking proposals from licensed architectural, engineering, or building inspection firms to conduct a comprehensive Facility Condition Assessment (FCA) at the CPI Community Resilience Center, Clinic Building (Warehouse A), and Administrative Building (Warehouse B) located at 3650 Standish Avenue, Santa Rosa, CA 95407. This assessment will support planned capital improvements to existing buildings funded by the California Strategic Growth Council's Community Resilience Centers (CRC) Program and subject to all applicable state procurement, labor, and reporting requirements.

**Q: Have funds been secured for the professional services requested in this RFP?**

A: Yes, this Facility Condition Assessment is funded through the California Strategic Growth Council's Community Resilience Centers CRC Program.

---

**Q: What is the construction budget for this project?**

A: \$1,529,669

---

**Q: The RFP states Warehouse A will "function as a cooling station during extreme heat events and enhance infrastructure resilience to better serve vulnerable populations during natural disasters and emergencies." Is the building intended to function as an Emergency Operations Center?**

A: Both Warehouse A and Warehouse B will be converted into cooling centers. CPI will be activated during extreme heat advisories and other emergencies such as poor air quality, power shutoffs, and wildfires, and will serve as a resource center for parents in the 95407 area of Santa Rosa. We will not operate as an overnight shelter, but rather as a respite center for parents during emergencies.

---

**Q: Are as-built drawings available for both buildings?**

A: Available upon request

---

**Q: Will destructive testing be necessary or is the FCA limited to visual inspection?**

A: Visual inspection only

---

**Q: Are the buildings fully sprinklered? This will inform the composition of our team.**

A: Warehouse A is but not warehouse B.

---

**Q: . Do either of the buildings have elevators? This will inform the composition of our team.**

A: There are no elevators in the building.

---

**Q: The RFP states proposals will be evaluated "using a best value approach." It also states the contract will be awarded to "the lowest responsive and responsible proposer." The latter criterion implies the lowest bid will win the commission. Is this your intention?**



A: The “lowest responsive and responsible proposer” refers to the vendor who submits the lowest cost proposal while also meeting all solicitation requirements and demonstrating the ability, experience, and qualifications to successfully complete the work. This means the contract is not awarded based on cost alone, but on cost, compliance, and demonstrated capacity to perform the work.

---

**Q: Proposal Requirement #5 calls for a Detailed Cost Estimate with each line item tied to specific repairs or upgrades, RUL, EUL, unit costs, quantities, and totals. This information will not be known until the contract is awarded and services commence. The RFP also assigns 40% of the evaluation score to a Cost Proposal. Shall we include our fee for the services requested in this RFP?**

A: Yes, you should include your proposed fee in the RFP. Since this is a fixed-cost contract, you should create a budget that reflects the total cost for providing the requested services. You can note that while detailed line-item costs, RUL/EUL, and quantities will only be known once services commence, your proposed fee represents the full fixed cost to complete the work as outlined in the RFP.

---

**Q: Will there be a Geotech involved in providing the site-specific information?**

A: Geotech report may be recommended by the contractor if they observe hazards or concerns for seismic, environmental or other hazards. If, after the site visit, they feel it is necessary, it should be included in the proposal.

- a. Geotech reports are used in new construction to determine soil stability and site safety from toxics, seismic motion, and environmental hazards.

---

**Q: Does CPI have construction Documents for both buildings?**

- a. Can we review the CD's before we prepare the proposal? This way we understand the completeness of the information that is available to prepare the review.

A: Available upon request

---

**Q: Are we required to do the work under prevailing wage requirements and reporting?**

A: Without knowing specifically what "work" the questioner is referring to, we can't provide a blanket answer here.

- a. For the FCA scope of work: Since prevailing wage is something the project owner (CPI) needs to confirm with DIR, we recommend you contact DIR: [Prevailing Wage](#).
- b. For the pricing of remediation work to be included in the FCA, prevailing wages must be used.

- c. If CPI contacts DIR and they confirm that the FCA inspection and report development work itself does not require prevailing wage, we can recommend language for the addendum to clarify.

---

**Q: Are we to assume that our work is specifically noted on page 2 of the RFP under Structural Systems? And page 3 Seismic Risk Screening**

A: The work must include everything in the Specifications section.

---

**Q: On page 2 of the RFP under Structural Systems:**

- a. **Structural remediation: we assume the remediation is based on FEMA P154 or ASCE41 report findings and not current code upgrade.**

A: FEMA P154 is the screening tool, and if needed based on the screening tool, ASCE41 may be needed to ensure and certify seismic safety. CA building code (Title 24) is the legal requirement regarding the level of retrofit that must be completed. There are, however, some local ordinances in high seismic areas that have more stringent requirements than Title 24, which would have to be complied with in order to complete the permitting process.

---

**Q: It was noted on page 3 under seismic risk screening that a full ASCE 41 review is recommended or triggered if the FEMA P154 review has a score less than or equal to 2. Are we to budget for this extra review or is it just a recommendation after completing the FEMA P154 review?**

A: What the proposer chooses to include in the proposal is up to their discretion.

- a. The project address is in the RFP, so proposers should be doing some initial review work to understand the basic parameters of the site. If the site sits on or near a fault or liquefaction site, they should budget the ASCE41 and state that they know it's on a fault or liquefaction site to justify the extra expense in the bid.